

CITY OF BRYAN

JOB DESCRIPTION – 1205

Working Title: MECHANICAL HVAC TECHNICIAN

Career Ladder: TECHNICAL OPERATIONS **Level:** 240

Department: FACILITY SERVICES

SUMMARY AND PRIMARY FUNCTION

To monitor and repair building management systems and building access control systems; provide service, installation and repair to all City refrigeration and HVAC systems; review existing mechanical systems and upgrade as necessary.

PRIMARY DUTIES

Service and operate building management systems (Novar, Landis, CSI, etc); gate access systems; and fire and security systems.

Service, install and repair HVAC and refrigeration systems.

Service and repair all pneumatic control systems and air compressors.

Perform preventative maintenance on all variable frequency drive units and HVAC systems.

QUALIFICATIONS AND SKILLS

High school diploma

Specialized training and certification equivalent to the 'master' level in the skilled trades.

Demonstrated proficiency in use of all tools and equipment appropriate to job responsibilities.

Minimum of 5-8 years successful performance in HVAC related service industry.

Ability to move or lift objects of 50 pounds or more as necessary.

KNOWLEDGE, SKILLS AND ABILITIES

Ability to work from manuals, blueprints or other specifications; locating, diagnosing and repairing problems.

Ability to understand and follow verbal and written instructions without close supervision.

Ability to keep legible and accurate records, utilizing maintenance management software.

SPECIAL REQUIREMENTS AND LICENSES

Texas Class C driver's license with a good driving record as measured by the City's evaluation system.

Must be available for after-hour calls as needed.

EPA Universal Technician Certification or ability to obtain this license within six months of employment.

EQUIPMENT

Truck, bucket truck, hand tools, power tools, electrical test equipment and light equipment.

Work shall be performed with tools, appliances and equipment approved by those agencies and bodies that have control, authority or approval of the design working ranges or limitations of those items; the employee has the responsibility to conform to those ranges and limitations.